

ON FILE OSD RELEASE INSTRUCTIONS APPLY

Approved For Release 2002/05/08 : CIA-RDP93B01194R001200190006-3

CHECK SHEET FOR TABBING DOCUMENTS  
(RG #165 - 1917-41)

I Army Intelligence (see SOP\*)

1. Methodology
2. Sources/agents
3. Crypto/technical
4. Politically sensitive\*

II Other Agencies

1. FBI - classified and unclassified
2. Classified ONI (Navy)
3. State Dept. intelligence
4. Commerce Dept. intelligence
5. Treasury Dept. intelligence
6. British classified intelligence (after 1920)

III Other Categories (see Archives Restrictions)

1. Investigative reports of any origin
2. Intercepts (mail-radio), censorship
3. Personnel information; i.e., medical (Army 201's)
4. Unsubstantiated allegations

ORIENTATION - OACSI MOB-DES PERSONNEL

I 1st Day

- A. General Administration
- B. Project Mission
- C. Archives Objectives
- D. General Guidance and Procedure
- E. Project SOP - Specific Instructions
- F. Familiarization of Material

II 2d Day

- A. General Recap of Initial Orientation
- B. Utilization of Individual Expertise and Backgrounds

III Project Officer Individual Supervision and Guidance for  
2-Week Period

DEPARTMENT OF DEFENSE

Special Guidelines for Downgrading or Declassifying  
Department of Defense World War II (pre-January 1, 1946) Records

Concerning classified documents and other materials which are dated or which were produced prior to January 1, 1946 and contain information over which the Department of Defense exercises exclusive or final original classification authority, the following special rules shall apply:

1. All classified documents or other material above described are hereby declassified, except those which, after review, are determined to contain information described in subparagraphs a. through i. below:

a. Information originated by or clearly attributed to foreign governments or their agencies or to international organizations and groups, including the Combined Chiefs of Staff. This does not include U.S. classified information furnished to such entities or information contained in documents or other material captured from an enemy during wartime.

Foreign  
Int -  
Combine

b. Information concerning communications intelligence or cryptography, or their related activities.

Comm  
(71)  
Crypto

(1) This includes information concerning or revealing the processes, techniques, technical material, operation or scope of communications intelligence, cryptography and cryptographic security.

It also includes information concerning special cryptographic equipment, certain special communications systems designated by the department or agency concerned, and the communications portion of cover and deception plans.

(2) However, provided the material does not reveal the foregoing information, this does not include radar intelligence or electronic intelligence, or such passive measures as physical security, transmission security, and electronic security.

c. Restricted Data which is currently defined by the Atomic Energy Act of 1954, as amended, as information concerning:

- (1) design, manufacture or utilization of atomic weapons;
- (2) the production of special nuclear material; or
- (3) the use of special nuclear material in the production of energy, but not to include information declassified or removed from the Restricted Data category pursuant to Section 142 of the Atomic Energy Act.

d. Formerly Restricted Data which is defined as information removed from the Restricted Data category upon determination jointly by the Atomic Energy Commission and Department of Defense that such information relates primarily to the military utilization of atomic weapons, and that such information can be adequately safeguarded as classified defense information.

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e. Nuclear propulsion information or information concerning the establishment, operation, and support of the U.S. Atomic Energy Detection System, unless otherwise specified by the pertinent AEC-DoD classification guide.

f. Information concerning or revealing escape, evasion cover, or deception plans, procedures, and techniques, or operations related thereto which requires protection currently..

g. Information which reveals sources or methods of intelligence or counterintelligence activities or methods of special operations requiring protection currently. However, provided the material does not reveal the foregoing information, this does not include intelligence estimates, plans (whether executed or not), directives and reports which may be a part of operational plans or combat operations orders.

h. Technical information concerning Naval systems and equipments in the following categories to be designated by the Department of the Navy as being in current use or projected for future use or design and which reveals the capabilities, limitations, or vulnerabilities of such systems or equipments and thus could be exploited to counter, render ineffective, neutralize or destroy them:

- (1) Design characteristics of combatant ships (fighting ships of the line)
- (2) Combatant ship armor, protective and damage control systems, and war damage reports.

- (3) Mines, mine sweeping, and mine countermeasures.
- (4) Electronic equipment and componentry listed as classified in current editions of the Military Standardization Handbook, Security Classification and Cognizant Activity of Electronic Equipment (MIL-HBK 140).

i. Information which would adversely affect the conduct of present day and future U.S. foreign policy and plans (whether executed or not) and programs relating to current international security affairs.

2. Though exempted from blanket declassification under the provisions of 1, above, all documents or other material containing information described in subparagraphs l. f. through i., above, then classified Top Secret or Secret which are dated or were produced prior to 1 January 1946 and over which the Department of Defense exercises exclusive or final original classification authority are hereby downgraded to Confidential.

3. All information over which the Department of Defense exercises exclusive or final original classification authority and which is categorized under l. a. through i., above, as being exempted from the blanket declassification hereby ordered, shall nevertheless be declassified if, upon review by the DoD department, agency or office currently having original classification authority over it, a determination

is made that such information no longer requires any degree of security classification. In this connection, information categorized under subparagraphs 1. a. through i., above, over which the Department of Defense does not exercise exclusive or final original classification authority should, whenever possible without undue interference with day to day operations, be referred for review and possible declassification to agencies or activities, foreign or U.S., having such authority.

4. Information or material over which the Department of Defense exercises exclusive or final original classification authority, exempted from blanket declassification under subparagraphs 1. a. through 1. i., above, and not already declassified after review under paragraph 3., above, shall, if it is already 30 years old or has less than 6 months remaining before it will become 30 years old, be reviewed to determine whether it requires continued protection under Section 5(E)(1) of Executive Order 11652. If so, it shall be listed and referred through established channels to the Secretary of Defense or the Secretary of the appropriate Military Department depending upon which head of Department has current security classification jurisdiction over it. This listing shall (1) identify the document or material involved, including its date of origin and field of interest, (2) recommend continued classification beyond 30 years to a specific future event which is certain to happen, or for a fixed period of time to terminate on December 31 of a given future year, and (3) state that the reason for the recommended continued classification is that earlier disclosure

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would place an identified or identifiable person in immediate jeopardy, or that, because of reasons which are stated, continued classification is essential to the national security.

5. The provisions of Section IV., DoD Directive 5200.9 shall govern the remarking of all documents and other materials determined under these guidelines to be downgraded or declassified.

These guidelines are effective immediately.

*Kenneth Rush*



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11 May 72

THE SECRETARY OF DEFENSE  
WASHINGTON, D.C. 20301

MAY 4 4 51 PM

MAY 3 1972

MEMORANDUM FOR Secretaries of the Military Departments  
Chairman of the Joint Chiefs of Staff  
Director of Defense Research and Engineering  
Assistant Secretaries of Defense  
Directors of Defense Agencies

SUBJECT: Declassification of World War II Records

OFFICE	ACT	INF
SA		✓
CS		✓
USA		✓
IA		
OR		
FM		
ML		
W&BA		
RAO		
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ing A		✓
CLL		
CHRO	✓	✓
TAB	✓	✓
SUMMARY		✓
ACC FILE		

In furtherance of the President's program for declassification and release of World War II records, special downgrading and declassification guidelines have been adopted. These guidelines are applicable to those World War II records, dated or produced prior to January 1, 1946, which were originated by components or predecessor components of the Department of Defense and are now under the exclusive or final original classification authority of this Department. A copy of the foregoing guidelines, prepared for the use of your respective departments, agencies, and offices, is enclosed.

The foregoing guidelines take the following form:

Blanket declassification of all covered materials except those determined to fall within the exempted categories described in paragraphs 1. a. through 1. i.

Blanket downgrading to Confidential of all exempted materials except those determined to fall in exempted categories 1. a. through 1. e.

Review and, if possible, declassification by the Department of Defense component currently having original classification authority, of all exempted materials in all categories 1. a. through 1. i.

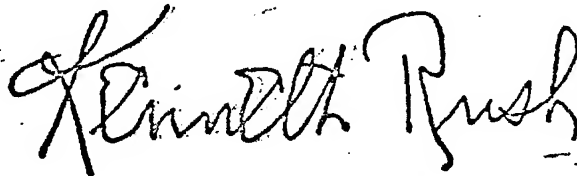
Remarking of all materials determined under these guidelines to be downgraded or declassified, in accordance with Section IV., DoD Directive 5200.9, "Declassification and Downgrading of Certain Information Originated before January 1, 1946," dated September 27, 1958, copy of which is enclosed.

The preponderance of World War II records are stored in the custody of the National Archives and Records Service under the direction and control of the Administrator, General Services Administration. Accordingly, as shown in the enclosed copy of letter, I have delegated authority to the Administrator to apply the enclosed guidelines to the covered materials stored in the custody of the National Archives and Records Service.

The addressees hereof are responsible for application of the enclosed guidelines to all covered World War II materials stored in their custody, and to all materials referred by the General Services Administration for final resolution. It is suggested that the total task will be simplified and expedited if each addressee will consider centralizing within his organization the authority to apply these guidelines regardless of the particular element or sub-element of his organization which may have the immediate exclusive or final original classification authority over the information involved.

It will be appreciated if you will give this matter your personal attention so that the early successful completion of the President's program will be assured.

Enclosure

A handwritten signature in dark ink, reading "Kenneth Rush". The signature is written in a cursive style with a large, stylized "K" and "R".

THE SECRETARY OF DEFENSE  
WASHINGTON, D.C. 20301

MAY 3 1972

Honorable Rod Kreger  
Acting Administrator  
General Services Administration  
Washington, D. C. 20405

Dear Rod:

In furtherance of the President's program for declassification and release of World War II records, this Department has adopted special downgrading and declassification guidelines. These guidelines are applicable to those World War II records, dated or produced prior to January 1, 1946, which were originated by components or predecessor components of this Department and are now under the exclusive or final original classification authority of this Department.

A copy of the foregoing guidelines, prepared for the use of your Agency, is enclosed. These guidelines are specifically limited to apply only to the covered classified materials stored in the custody of the National Archives and Records Service. They take the following form:

Blanket declassification of all covered materials except those determined to fall within the exempted categories described in paragraphs 1. a. through 1. i.

Blanket downgrading to Confidential of all exempted materials except those determined to fall in exempted categories 1. a. through 1. e.

Review and, if possible, declassification by the Department of Defense component currently having original classification authority, of all exempted materials in all categories 1. a. through 1. i.

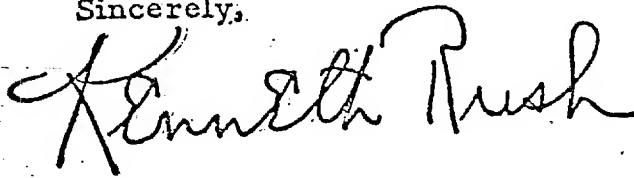
Remarking of all materials determined under these guidelines to be downgraded or declassified, in accordance with Section IV., DoD Directive 5200.9, "Declassification and Downgrading of Certain Information Originated before January 1, 1946," dated September 27, 1958, copy of which is enclosed.

You are hereby delegated authority to act for this Department in the application of the enclosed guidelines to the covered materials stored in the custody of the National Archives and Records Service. This authority includes, of course, the remarking of those specific materials determined by you or your designee to have been downgraded or declassified by blanket action, and the authority to refer exempted materials to the responsible DoD component for review and possible declassification. This authority may be redelegated by you to such subordinate officials within your Agency as you may find necessary to carry out the President's program.

Any particular case within the scope of the authority delegated to you herein in which doubt arises should be referred by your Agency for final resolution by the DoD component which has original classification jurisdiction over the information.

You may be assured that this Department will cooperate fully with your Agency in carrying out the President's program.

Sincerely,

A handwritten signature in dark ink, appearing to read "Kenneth Rush". The signature is fluid and cursive, with the first name "Kenneth" written in a larger, more prominent script than the last name "Rush".

Enclosures

# DEPARTMENT OF DEFENSE

## DIRECTIVES SYSTEM TRANSMITTAL

NUMBER 5200.9 - Ch 3

DATE

DISTRIBUTION

(Supersedes Ch 2, 1/8/63)

May 3, 1968

5200 series

### ATTACHMENTS

Pages 1 and 2 of DoD Directive 5200.9, Sept 27, 58.

### INSTRUCTIONS FOR RECIPIENTS

The following page and pen changes to DoD Directive 5200.9, "Declassification and Downgrading of Certain Information Originated Before 1 January 1946," dated September 27, 1958, have been authorized:

### PAGE CHANGES

Remove: Pages 1 and 2

Insert: Attached replacement pages.

Changes appear on page 1 and are indicated by marginal asterisks.

### PEN CHANGES

Page 7, Section IV. B. - Delete: "(Manpower)"

Insert: "(Administration)"

### EFFECTIVE DATE

This change is effective immediately.

*Maurice W. Roche*

MAURICE W. ROCHE

Director, Correspondence and Directives Division  
OASD(Administration)

# DEPARTMENT OF DEFENSE DIRECTIVES SYSTEM TRANSMITTAL

NUMBER	DATE	DISTRIBUTION
5200.9 - Ch 1	October 14, 1958	5200
ATTACHMENTS		
None		

## INSTRUCTIONS FOR RECIPIENTS

The following pen change to Department of Defense Directive 5200.9, "Declassification and Downgrading of Certain Information Originated Before 1 January 1946", dated September 27, 1958, has been duly authorized:

### PEN CHANGE

Page 7, Section VII -

Delete: "sixty (60) days from date."  
Insert: "on November 26, 1958."

The above change clarifies the intent of the "Effective Date" section of this directive so as to assure uniformity in the effective dates of Service implementations.

*Maurice W. Roche*  
MAURICE W. ROCHE  
Administrative Secretary



September 27, 1958  
NUMBER 5200.9

ASD(PA)

## Department of Defense Directive

SUBJECT      Declassification and Downgrading of Certain  
Information Originated Before 1 January 1946

- References:
- (a) Executive Order 10501, "Safeguarding Official Information in the Interests of the Defense of the United States "
  - (b) DOD Directive 5200.1, "Safeguarding Official Information in the Interests of the Defense of the United States "
  - (c) DOD Directive 5200.6, "Policy Governing the Custody, Use and Preservation of Department of Defense Official Information Which Requires Protection in the Public Interest "

### I. PURPOSE

The purpose of this directive is to declassify certain documents which were originated prior to 1 January 1946.

### II. BACKGROUND

A. Section 1 of reference (a) provides that military information and other official information which requires protection in the interests of national defense shall be limited to the three categories of classification as designated and defined therein. Therefore, information which does not fall within those classification categories should not have a defense classification assigned to it regardless of when it was originated, and any such information still bearing a defense classification must be declassified.

B. Vast numbers of documents originated before and during

Department, joint service agencies, and military and naval activities continue to bear defense classifications primarily because manpower has not been available to accomplish all details of downgrading or declassification. With a few excepted categories, the information in these documents has already been declassified either by action taken on other copies or by a general declassification of the information without reference to a specific document. Although information in certain TOP SECRET documents will still require protection, it is quite apparent that it could no longer meet the criteria provided in reference (a) for the TOP SECRET classification and should be downgraded.

- C. Therefore, in keeping with Executive Order 10501, and to insure that information of the Department of Defense is not being withheld from the people of the United States because of unnecessary classification, it is essential that effective but economical action be taken without further delay.

### III. DECLASSIFICATION AND DOWNGRADING DOCUMENTS

- A. All classified documents concerning which the Department of Defense or a department, agency, office or official thereof is the classifying authority which are dated or which were produced prior to 1 January 1946 are hereby declassified, except those described hereunder:
  - 1. Plans for an operation of war that were prepared by an organization higher than Army division level, Army Air Force numbered air force level, Navy task force level, or other military command of comparable level; Plans on cover or deception, instructions for or reports of operations relating thereto and plans and directives concerning escape and evasion procedures.
  - 2. Intelligence and counterintelligence documents, including but not limited to:
    - a. Intelligence estimates, except those contained in operation plans and orders of an Army division, Navy task force, Army Air Force numbered air force, or other military command of comparable or lower level.
    - b. Plans, directives, and reports regarding intelligence and counterintelligence operations;



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- Intelligence photography (aerial and ground); reports of intelligence and counterintelligence investigations, and detailed reports on friendly and enemy personnel who escaped or evaded capture.
- c. Documents containing information concerning special equipment or material for intelligence collection and counterintelligence activities.
- 3. Radar scope photography.
- 4. Restricted Data, as defined in reference (b).
- 5. Documents containing information concerning electronic countermeasures or counter-countermeasures.
- 6. Documents containing structural or performance data concerning Naval vessels or Naval armament and equipment in current use or for future use as follows:
  - a. Armor or protective systems; war damage or damage control.
  - b. Proximity fuses, fire control systems having designations Mk 37 and numerically higher, including their associated computers, radars and gunar.
  - c. Subsurface performance, tactics, countermeasures, counter-countermeasures, bathymetric and gravimetric data.
- 7. Documents prepared by an organization of theater headquarters, military government headquarters, military mission headquarters, and comparable or higher levels, which concern or affect the formulation and conduct of U. S. foreign policy and plans or programs relating to international affairs.
- B. All TOP SECRET documents which are exempted from declassification by A above are hereby downgraded to SECRET.
- C. In accordance with the intent of Executive Order 10501, the

downgrade information originated before 1 January 1946 applies to all documents that originated in the former War Department, the Navy Department, the Joint Chiefs of Staff and other joint military-naval agencies, or in an activity of the Army or the Navy, including the U. S. Coast Guard when acting as part of the Navy. Also, such authority applies to documents originated or reproduced by contractors in the performance of contracts awarded by the former War Department or the Navy Department or by the Army or the Navy. Further, the authority applies to material referred to in section 4(c) of reference (a) which has been officially transferred from another agency to the Department of Defense or one of its agencies..

D. Specifically excluded from the authority set forth in this directive are:

1. Documents originated by or containing classified information clearly attributed to the following:

- a. An agency not under the jurisdiction of the Secretary of War, the Secretary of the Navy, or the Joint Chiefs of Staff (except for transferred material referred to in C above).
- b. Interdepartmental agencies with representation from agencies other than the former War Department or the Navy Department.
- c. International groups, including the Combined Chiefs of Staff.
- d. Foreign governments or their agencies.

2. Documents and materials concerning communication intelligence, cryptanalysis and cryptography. (These documents and materials are in segregated storage where they are receiving special handling.)

E. The term "document" applies to any recorded information regardless of its physical form or characteristics as stated in reference (b).

F. The exclusion of a classified document from the declassification and

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that it cannot be declassified by other means. The official who has responsibility in accordance with reference (a) or (b) and who finds that a document no longer requires the protection represented by its classification marking shall take declassification or downgrading action as soon as practicable.

- G. It is the intent of this directive to delegate to the lowest level consistent with national security the authority to determine whether a document is included in the exceptions under Section III A or exclusions under Section III D. To this end, the Military Departments shall designate persons and/or offices at the lowest practicable echelon in the field and at the Seat of Government.

#### IV. MARKING OF DOWNGRADED OR DECLASSIFIED DOCUMENTS

- A. Custodians of documents that are declassified or downgraded by III above shall mark them as soon as practicable in accordance with procedures in Section 5(h) of Executive Order 10501 and this directive to reflect the declassification or downgrading action.
- B. The notations that are required on documents declassified or downgraded by III above to show the authority for canceling or changing the classification markings shall be stated substantially as follows:
1. "DECLASSIFIED - DOD DIR. (number) , (date) " or
  2. "SECRET - DOD DIR. (number) , (date) ."
- C. The proper notation shall be placed on the first page of a document or such other prominent place (front cover, title page) considered appropriate by the custodian. The notation may be made by writing, stamping, or by a perforating machine if all elements of the required notation can be shown by using such a machine.
- D. If the volume of material held by a custodian is such that prompt marking of every declassified document could not be done without interfering unduly with the conduct of operations or without employing additional personnel, he shall issue written instructions for the use of declassification

1. D

notices to indicate documents known to have been declassified. A declassification notice may be attached to a file or a storage container that includes documents declassified by III A above. Such a notice must include (1) the date of preparation, (2) the specific file or files to which it refers, (3) reference to this directive as the authority for declassification, and (4) the name and the office or headquarters of the official directly responsible for preparation of the notice. Instructions on the use of these declassification notices shall contain appropriate guidance to insure that when declassified documents are withdrawn from their file folders or are removed from bulk storage for use they are properly marked to show the declassification action. If numerous copies of a declassified document or a file of documents are removed from a storage container for transmission to another office or area, and time does not permit the marking of each document, such transmission may be made if a declassification notice is attached to and remains with each such shipment or file until the documents are properly marked.

E. Downgrading notices regarding TOP SECRET documents in storage, which have been downgraded in accordance with this directive, may be used in the manner prescribed for declassification notices, provided such documents shall be marked to reflect the change in classification prior to transmission from one office to another.

F. Requests from former contractors and other persons or agencies outside the Department of Defense for advice as to the action they should take on copies of documents in their possession or custody which they believe have been declassified or downgraded will be referred to the head of the activity in the Department of Defense whose functional responsibility indicates that he has primary interest in the documents. If the head of such activity determines that the information has been declassified or downgraded, he will furnish the requester with written instructions for marking the documents.

#### V. RELEASE OF DECLASSIFIED INFORMATION

All personnel are reminded that release of information in documents declassified pursuant to this directive should be handled on the same basis as any other unclassified information in

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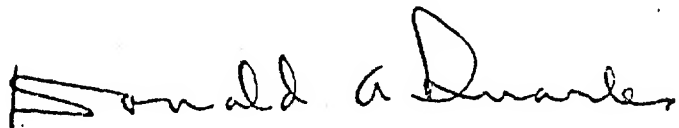
accordance with the provisions of reference (c) which requires protection of certain official information in the public interest for reasons other than national defense and that, as reference (c) emphasizes, it is the fundamental policy of the Department to make the maximum information available to the public consistent with military security and the overall national interest; arbitrary and unreasonable withholding must be avoided; and no information otherwise releasable may be withheld because its release might tend to reveal administrative error or inefficiency or might be embarrassing.

#### VI. IMPLEMENTATION

- A. Instructions issued in implementing this directive shall be as specific in detail as is practicable so as to cause the cancellation or change of classification markings on declassified and downgraded documents and at the same time insure that markings are not canceled on documents which continue to require protection as classified defense information.
- B. The military departments are requested to furnish two (2) copies of their proposed implementing instructions to the Office of the Secretary of Defense, through the Assistant Secretary of Defense (Public Affairs), prior to issuance.

#### VII. EFFECTIVE DATE

This directive is effective sixty (60) days from date.



Deputy Secretary of Defense

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